

## **WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: PLANNING & COMMUNITY DEVELOPMENT**

**DATE: JUNE 28, 2010**

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<b>COMMITTEE MEMBERS PRESENT:</b>		<b>OTHERS PRESENT:</b>
SUPERVISORS	TAYLOR	REPRESENTING PLANNING & COMMUNITY DEVELOPMENT:
	CONOVER	PATRICIA TATICH, DIRECTOR
	SOKOL	WAYNE LaMothe, ASSISTANT DIRECTOR
	MERLINO	FREDERICK MONROE, CHAIRMAN OF THE BOARD
	McCOY	PAUL DUSEK, COUNTY ATTORNEY/COMMISSIONER OF ADMINISTRATIVE
	McDEVITT	& FISCAL SERVICES
		JOAN SADY, CLERK OF THE BOARD
<b>COMMITTEE MEMBER ABSENT:</b>		KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR	PITKIN	SUPERVISORS STRAINER
		THOMAS
		CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

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Mr. Taylor called the meeting of the Planning & Community Development Committee to order at 10:01 a.m.

Motion was made by Mr. McCoy, seconded by Mr. McDevitt and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Patricia Tatich, Director of the Planning & Community Development Department, who distributed copies of the agenda to the Committee members; a copy of the agenda is on file with the minutes.

Ms. Tatich requested authorization to submit a grant application to the New York State (NYS) Housing Trust Fund Corporation, Office of Community Renewal, under the 2010 Community Planning Program in an amount not to exceed \$40,000. She advised the intent of the Program was to provide communities with funding to complete projects which provided some level of more detailed reporting. Wayne LaMothe, Assistant Director of the Planning & Community Development Department, noted there was a 20% local match requirement and they would not submit the application unless the participating community was willing to commit the 20% matching funds.

Motion was made by Mr. McDevitt, seconded by Mr. Sokol and carried unanimously to authorize the submission of a grant application to the NYS Housing Trust Fund Corporation, Office of Community Renewal, as outlined. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 16, 2010 Board meeting.*

Ms. Tatich requested a resolution to ratify the actions of the Chairman of the Board in executing a contract amendment with the NYS Department of Environmental Conservation (DEC) extending the contract termination date to December 31, 2010 for the Quadricentennial Grant awarded to Warren County for local communities.

Motion was made by Mr. McCoy, seconded by Mr. Sokol and carried unanimously to ratify the actions of the Chairman of the Board as outlined. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 16, 2010 Board meeting.*

Referring to the pending item pertaining to a vacancy on the Warren County Planning Board from the Town of Warrensburg, Ms. Tatich stated Mr. Geraghty was aware of the vacancy and was searching for an appropriate candidate.

Pertaining to the pending item of a request from Up Yonda Farm for technical assistance with possible grant funding options, Ms. Tatich said she was having difficulty scheduling a meeting with Matt Sprow, Environmental Education Administrator at Up Yonda Farm. She added she and Mr. LaMothe planned to meet with Mr. Sprow later this week.

Mr. LaMothe reported the Event Technical Assistance Provider had generated several ideas for the First Wilderness Heritage Corridor (FWHC) Project. He added the Project had been lacking an adequate marketing component and the Event Technical Assistance Provider had met with local communities to assist in the planning and implementation of projects for operation of the train in the southern part of the rail line. He said they were in the process of developing a work plan to outline the next year of events and technical assistance.

Mr. Taylor questioned the issue described in the Treasurer's report pertaining to the salary of the Event Technical Assistance Provider. Mr. LaMothe explained the employee's salary was being paid out of the .1's but the FWHC Grant would reimburse the County 100% for the employee's salary. He advised he needed to coordinate with the Treasurer's Office to establish the proper procedure in order to pay the employee correctly. He explained the exact amount that the employee would be paid was undetermined, as her schedule varied.

Mr. LaMothe apprised the Spatial Data Viewer had received 20,627 hits to date this year. He said they had some paid subscribers through the Association of Realtors that had complained about the speed of the website. He stated the IT (Information Technology) Department had recommended that the server be replaced last year. With the FWHC Grant funding, he added, they would replace the server with one that was internal to the County's mainframe. He explained currently the GIS (Geographic Information Systems) and the Spatial Data Viewer server were outside of the County's mainframe and were not protected by the County's virus software. He apprised the new server should eliminate most of the time delay issues. He pointed out the last four pages of the agenda packet were the results of the survey from visitors to the Spatial Data Viewer and the last page contained feedback regarding possible updates to the site. Mr. LaMothe noted there was a contract in place for the software associated with the Spatial Data Viewer at a cost of approximately \$3,400 per year and the subscriptions from the Association of Realtors totaled approximately \$4,000, which more than covered the expense. Brief discussion ensued.

Ms. Tatich advised she had discussions with the County Attorney's Office pertaining to the billing process for the Towns. She added the process was currently completed quarterly but research was being completed to determine the possibility of changing the process. She stated she would report further at the next Committee meeting.

Ms. Tatich reported the Department had received a request in early June from the Community Development Director of the City of Glens Falls requesting information on the distribution of residential properties in Ward 1 and Ward 4 of the City of Glens Falls. She displayed the maps which had been generated pursuant to the request.

Ms. Tatich apprised that the former Commissioner of Housing lived in the area and dealt with the Federal Tax Credit Program. She asked the Committee if they would be interested in having this individual speak to the Committee about the Federal Tax Credit Program and other related housing programs. It was the consensus of the Committee to request the former Commissioner of Housing to attend a future Planning & Community Development Committee meeting.

Pertaining to Census 2010 results, Ms. Tatich reported there had been no significant change in the participation rates in the month of June. She said she was concerned with the Towns of Horicon, Hague and Bolton who had less than 34% participation rates. She advised she had contacted the local Census Bureau and determined there was an issue with seasonal residents affecting the response rate. She suggested a press release informing residents that had not received a Census form should call the local Census Bureau to submit their information. Mr. Geraghty suggested a statement could be drafted to be printed in *The Post Star* and Mr. Dusek agreed. Mr. Merlino pointed out that residents in the Town of Lake Luzerne that did not have a Post Office Box did not receive a Census form and that represented approximately 50% of the Town. Mr. Geraghty stated in the Town of Warrensburg the Census forms were not delivered to Post Office Boxes and those residents were supposed to be visited by a Census Taker. Mr. Conover suggested that the low participation rates could be discussed at the July 16, 2010 Board meeting. Mr. Geraghty suggested a follow up call to the Census Bureau to determine if all of Warren County had been counted. Discussion ensued.

Mr. Merlino stated the Town of Lake Luzerne had applied for and received a grant in the amount of \$400,000 which required that \$40,000 (10%) of the award be allocated to the County for administrative fees. He said the project was already \$50,000 over budget and he asked if it was possible to waive the \$40,000 allocated to the County. After conferring with Mr. Dusek, Mr. Taylor stated the \$40,000 was already budgeted as part of the County's revenue stream and therefore could not be waived.

There being no further business to come before the Planning & Community Development Committee, on motion by Mr. Merlino and seconded by Mr. McCoy, Mr. Taylor adjourned the meeting at 10:36 a.m.

Respectfully submitted,  
Charlene DiResta, Sr. Legislative Office Specialist